

WESTTOWN TOWNSHIP

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TOWNSHIP ORGANIZATIONAL MEETING AGENDA MONDAY, JANUARY 4, 2021 - 7:30 PM Virtual Via Zoom

Westtown Township Municipal Building
1039 Wilmington Pike

- I. **Call to Order & Pledge of Allegiance**
- II. **Nomination for Board of Supervisors Chair**
- III. **Nomination for Board of Supervisors Vice Chair**
- IV. **Nomination for Board of Supervisors Police Commissioner**
- V. **Nomination for PSATS Annual Conference Voting Delegate**
- VI. **Nomination for Supervisor Representative to West Chester Area Council of Governments**
- VII. **Nomination for Agricultural Security Advisory Committee, Board of Supervisor Representative**
- VIII. **Appointments**
 - A. Manager, Secretary & Treasurer – Jon Altshul
 - B. Right to Know Officer – Pam Coleman
 - C. Interim Director of Planning & Zoning / Interim Zoning Officer – Mila Robinson
 - D. Director of Finance – JoAnne Grube
 - E. Assistant Treasurer - JoAnne Grube
 - F. Director of Public Works – Mark Gross
 - G. Building Code Official - Code Inspections, Inc.
 - H. Trash & Recycling Coordinator – Pam Coleman
 - I. Emergency Management Coordinator – Donald Verdiani
 - J. Vacancy Board – Joe Stratton
 - K. Solicitor – Gawthrop Greenwood, PC
 - L. Planning Commission Solicitor – Buckley, Brion, McGuire & Morris LLP
 - M. Engineer – Cedarville Engineering Group, LLC and McCormack Taylor
 - N. Traffic Engineer – Albert Federico Consulting, LLC
 - O. Sewer Engineer – Carroll Engineering Corporation

- P. Stormwater Management Engineer – Cedarville Engineering Group, LLC
- Q. Planning & Zoning Consultant – John Snook, AICP
- R. Auditors – Mingis, Gutowski & Company, LLP
- S. Historical Commission - Pamela Boulos
3-year term ending December 31, 2023
- T. Parks & Recreation Commission – Meghan Hanney
5-year term ending December 21, 2025
- U. Historical Commission Appointments – Patrick McDonough,
3-year term ending December 31, 2023
- V. Planning Commission Appointment – Elaine Adler
4-year term ending December 31, 2024
- W. Zoning Hearing Board Alternate Appointment – Marshall Lerner
3-year term ending December 21, 2023

IX. Appointment of Depositories

- A. Key Bank, N.A. - Operating & Sewer Fund
- B. Key Bank Private Client Investment Services
- C. Boenning & Scattergood
- D. Fulton Financial

X. Township Holidays

Township offices will be closed on the following holidays:

- Friday, January 1 - New Year's Day
- Monday, January 18 - Martin Luther King Jr. Day
- Monday, February 15 - Presidents' Day
- Friday, April 2 - Good Friday
- Monday, May 31 - Memorial Day
- Monday, July 5 - Independence Day (observed)
- Monday, September 6 - Labor Day
- Thursday & Friday, November 25 & 26 – Thanksgiving
- Thursday & Friday, December 23 & 24 – Christmas

XI. Meeting Dates

- A. Board of Supervisors

Regular meetings: First and third Monday of the month, with the exceptions of the Martin Luther King Day, Presidents' Day, and Labor Day holidays when the meeting will be the Tuesday after the holiday.

Location: Westtown Township Building or via Zoom
Time: 7:30 pm

Additional meetings of the Board may be held at 7:30 PM on the 2nd and 4th Monday of the month, as needed.

Location: Westtown Township Building or via Zoom
Time: 7:30 pm

Workshop meetings may be held prior to regular and additional meetings of the Board. The workshop meeting starting times will be publicized in advance via township listserv and website posting.

B. Planning Commission

First and third Wednesdays of the month, following Board of Supervisors meetings.

Location: Westtown Township Building or via Zoom

Time: 7:30 pm

C. Parks and Recreation Commission

Second Tuesday of the month.

Location: Oakbourne Mansion or via Zoom

Time: 7:00 pm

D. Historical Commission

Third Thursday of the month.

Location: Westtown Township Building or via Zoom.

Time: 6:00 pm

XII. Board of Auditors Organizational Meeting

Tuesday, January 5, 2021, 7:00pm via Zoom

XIII. Adjournment